

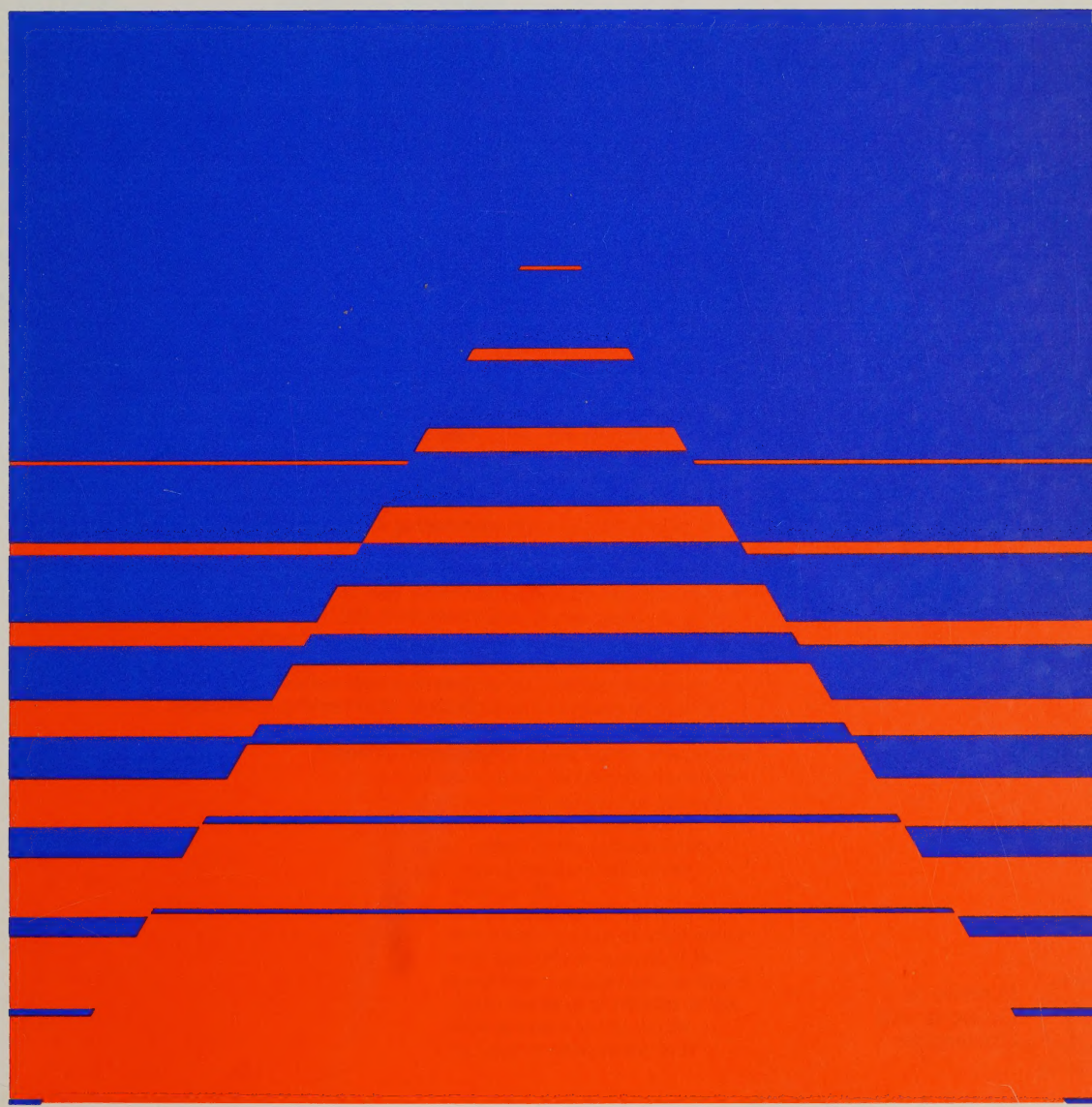
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Qentaris
Ministry of Colleges &
Universities

Directory of
Registered Private
Vocational Schools
1976



Registration of Private Vocational Schools

Private vocational schools offering one or more of the training categories indicated herein are required to register under The Private Vocational Schools Act.

Registered schools are required to make application for re-registration annually. Only those schools which applied by January 31, 1976, for 1976 registration are listed in this directory. Supervision of the operation of registered schools includes the approval of all advertising copy, graduation requirements, and fees charged for the courses. It also indicates that teacher qualifications are in accordance with the Act and that the courses registered have been reviewed for their validity.

Approval is required of accommodation, equipment, lighting and heating facilities.

This is a *partial* list of courses conducted by the schools.

Information regarding individual courses may be obtained by communicating directly with the appropriate school listed, or by contacting the Private Career Education Council at P.O. Box 157, Agincourt, Ontario M1S 3B6, for information about its member schools.

The PCEC is a professional association of private vocational schools in Ontario. Membership is indicated by an asterisk, *e.g.*, A.M.J. Electronic College*.

Many separate courses are available in each subject area. Courses vary widely in what they cover. For example, one course in radio may teach a student to repair radios, another may teach you to be an engineer with a broadcasting company. It is suggested that you write to the schools for complete information, and then choose the particular course you want.

The fact that two or more registered schools offer courses with similar titles does not mean that these courses are of equal merit or will be of equal value to you. It *does* mean that each school truthfully describes its offerings and that the fees charged are considered reasonable for the facilities available, and for the instruction and services rendered.



Ontario

Ministry of
Colleges and
Universities

Hon. Harry C. Parrott, DDS, Minister
Dr. J. Gordon Parr, Deputy Minister

Retention and Payment of Fees

*Made under The Private
Vocational Schools Act
Ontario Regulation 881/74*

Section 19

A private vocational school may charge a registration fee which shall not exceed 10 per cent of the total cost of the course of instruction or \$50, whichever is the lesser, and such registration fee shall be applied to the total cost of the course of instruction.

Section 20

(1) Where a person has contracted for a course of instruction at a private vocational school and gives notice in writing by registered mail to the private vocational school, prior to the commencement date of the course of instruction, of his intention not to commence the course of instruction, the private vocational school shall refund any money paid for or on account of the fees by or on behalf of the person, except for the registration fee referred to in section 19.

- (2) Where a person has contracted for a course of instruction at a private vocational school and gives notice in writing by registered mail to the private vocational school, after the commencement date of the course of instruction, of his intention to cease taking the course of instruction, the private vocational school shall refund any money paid for or on account of the fees by or on behalf of the person except,
- (a) the registration fee under section 19;
 - (b) the proportion of the fees for the whole course of instruction that part of the course of instruction supplied and serviced up to the time of receipt of the notice bears to the whole course of instruction; and

- (c) the greater of,
 - (i) the sum of \$25, or
 - (ii) 10 per cent of the difference between the fees for the whole course of instruction and the proportion of the fees that part of the course of instruction supplied and serviced up to the time of receipt of the notice bears to the whole course of instruction.
- (3) Where it is necessary for a private vocational school to supply equipment in addition to written material for a course of instruction and the equipment is supplied to a person and the private vocational school receives from the person a notice under subsection 1 or 2, the private vocational school may make a charge, not exceeding the equivalent retail cost to the private vocational school, for the equipment or for the use thereof, as the case may be, except where the person returns all the equipment to the private vocational school, unopened or as issued, within ten days of the receipt of the equipment by the person.

Legend

Code numbers refer to specific schools that offer instruction in a particular subject. "C" denotes a correspondence course; "R" indicates residence (attendance in school classes); "CR" means a combination of correspondence and terminal residence; and "C/R" means an option of either correspondence or residence.

For example, if you want to learn Court Reporting at a private vocational school, look up the appropriate heading in the accompanying list of courses. You will see the codes "48" and "56".

This means that instruction in Court Reporting is offered by LaSalle Extension University and Merton College. When you check the courses offered by LaSalle, you will see code "21C" included in the list—meaning that LaSalle offers a correspondence course in Court Reporting. The code "21R" in Merton's list means that in-class (resident) tuition in Court Reporting is provided.

Courses

Schools

1. Accounting	32, 37, 44, 48, 59, 63, 66, 76, 77, 87
2. Air Conditioning	37, 48, 55
3. Aircraft Mechanics	37
4. Airline Training (Ground Based)	56
5. Announcing (Radio and T.V.)	17, 60
6. Appliance Servicing	55, 56
7. Art, Fine	48
8. Art, Commercial	5, 32, 37
9. Auto Mechanics	37, 48, 55
10. Bar Training	6, 82
11. Blueprint Reading	36, 37, 46
12. Bookkeeping	51, 63, 66, 73, 74, 76, 77, 78, 88
13. Broadcasting (Radio and T.V.)	17
14. Business Machines	76, 87
15. Business Administration	32, 37, 48, 51, 59, 63, 66, 76, 87, 88, 90
16. Clerical	27, 44, 51, 57, 63, 65, 66, 73, 74, 76, 87, 88, 90, 91
17. Computer Operator	20
18. Computer Programming	20, 34, 37, 38, 55, 56
19. Computer Technology	20
20. Cosmetology	10
21. Court Reporting	48, 56
22. Customer Relations	42
23. Data Entry Operator	4, 20, 34, 38, 43, 51, 56, 88
24. Data Processing	32, 34
25. Dental Office Assistant	17, 48
26. Diesel Engines	48, 55
27. Drafting	36, 37, 48
28. Dressmaking and Design	3, 26, 29, 69

29. Engineering, Civil	37
30. Engineering, Electrical	1, 32
31. Engineering, Electronic	1, 20, 21, 32, 37, 55, 71
32. Engineering, Mechanical	37
33. Electrolysis	19, 23
34. Electronics	1, 21, 24, 34, 37, 48, 55, 71, 72
35. Esthetician	23
36. Export-Import	76
37. Farrier	12
38. Fashion Design	3, 26, 29
39. Fashion Merchandising	76
40. Floristry	14, 68, 83
41. Heating and Ventilation	32, 37
42. Hotel Operations	17, 34, 42, 48
43. Income Tax	16, 63, 80
44. Interior Decorating	37, 48
45. Journalism	32
46. Management Accounting	56
47. Management Development	49, 63, 66
48. Massage and Hydrotherapy	10, 81
49. Medical Office Assistant	17, 56
50. Medical Office Practice	34
51. Medical Records and Technology	34, 48, 56
52. Medical Transcription	34
53. Millinery	3
54. Modelling	3, 8, 18, 22, 25, 31, 40, 41, 45, 53, 54, 62, 67, 70, 75, 79, 84, 85
55. Motel Operation	17, 34, 37
56. Office Practice and Management	32, 44
57. Photography	3, 22, 85
58. Power Plant Engineering and Operation	37, 77
59. Receptionist	51, 76, 88

60. Salesmanship	15, 42, 49, 76
61. Secretarial	27, 28, 33, 35, 37, 43, 44, 47, 48, 51, 52, 56, 57, 59, 61, 63, 65, 66, 73, 74, 76, 86, 87, 88, 90, 91
62. Secretarial, Accelerated	28, 51, 76, 88
63. Secretarial, Bilingual	44, 47, 76, 78
64. Secretarial, Executive	28, 51, 56, 63, 66, 76, 78, 88
65. Secretarial, Legal	28, 44, 51, 56, 63, 66, 76, 78, 87, 88, 91
66. Secretarial, Medical	28, 34, 44, 51, 56, 57, 63, 66, 76, 78, 87, 88, 91
67. Sewing	3, 26, 29
68. Shorthand	56, 76, 77, 78, 91
69. Stenography	27, 51, 57, 63, 65, 66, 73, 74, 76, 78, 87, 88, 90, 91
70. Stenotype	48, 56, 72
71. Systems Analysis and Design	34
72. Television, Film Production	85
73. Textiles	3, 37
74. Tractor Trailer Training	11
75. Travel Counsellor	39, 51, 56, 89
76. Typing	4, 27, 44, 51, 56, 57, 73, 74, 76, 77, 78, 87, 88, 90, 91
77. T.V. Servicing	37, 55
78. Upholstery	7, 13, 64
79. Welding	2, 9, 30, 36, 46, 50, 58

Schools

Courses

1. A.M.J. Electronic College* 275 First Avenue Ottawa Telephone: (613) 238-2800 Manager: Mr. A. M. Jotoff	30C/R, 31C/R, 34C/R
2. A.R.C. School of Welding* 92 John Street North Hamilton Telephone: (416) 525-2222 Manager: Mr. W. Proctor	79R
3. Academy of Fashion Ltd. Suite 303 44 Eglinton Avenue West Toronto Telephone: (416) 481-6124 Manager: Mr. S. Bodo	28R, 38R, 53R, 54R, 57R, 67R, 73R
4. Armstrong Business Methods Suite 1 241 King Street West Kitchener Telephone: (519) 743-6371 Manager: Mrs. J. Armstrong	23R, 76R
5. Art Instruction Schools Inc. 53 Highcroft Road Barrie Telephone: (705) 726-8351 Manager: Mr. G. Worrall	8C
6. Bar Training Headquarters of Ontario 1166 Dundas Street West Toronto Telephone: (416) 534-4912 Manager: Mr. A. D'Angelo	10R
7. British School of Custom Upholstery Unit 26 80 Barbados Blvd. Scarborough Telephone: (416) 267-1129 Manager: Mr. J. Catterall	78R
8. Cameo School of Modelling and Self-Improvement 379 Queen Street South Kitchener Telephone: (519) 744-8989 Manager: Mrs. J. Heaton	54R

9. Canada Welding Trade School 26 Balsam Avenue North Hamilton Telephone: (416) 544-1284 Manager: Mr. J. MacDonald	79R
10. Canadian College of Massage and Hydrotherapy 329 St. George Street Toronto Telephone: (416) 923-6342 Manager: Mrs. E. Szasz	20R, 48R
11. The Canadian Institute of Tractor Trailer Training Ltd. 207 Queen's Quay West Toronto Telephone: (416) 864-9381 Manager: Mr. R. King	74R
12. Canadian National School of Horseshoeing Box 1203 Uxbridge Telephone: (416) 852-6658 Manager: Mr. B. Down	37R
13. Canadian School of Custom Upholstery 111 Tycos Drive Toronto Telephone: (416) 781-6601 Manager: Mr. M. Lany	78R
14. Canadian School of Floral Art 630 Main Street East Hamilton Telephone: (416) 527-6673 Manager: Mrs. K. Drysdale	40R
15. Canadian School of Professional Selling 598 Cedar Avenue Burlington Telephone: (416) 632-3971 Manager: Mr. R. Downs	60R
16. Canadian School of Tax Accounting 150 Eglinton Avenue East Toronto Telephone: (416) 486-9354 Manager: Mr. D. Smylie	43C
17. Career Canada Ltd. 55 Queen Street East Toronto Telephone: (416) 363-3721 Manager: Mr. J. McSween	5C/R, 13C/R, 25C/R, 42R, 49C/R, 55C/R

18. Chez Modelle 394 Woolwich Street Guelph Telephone: (519) 824-3970 Manager: Ms. S. Parry	54R	26. Ellen Peterson's School of Fashion and Design* 92 Steeles Avenue West Willowdale Telephone: (416) 222-4533 Manager: Mrs. E. Peterson	28R, 38R, 67R
19. Clark School of Electrolysis* 91 Sheppard Avenue East Willowdale Telephone: (416) 221-8804 Manager: Mrs. M. Clark	33R	27. Ethel Gould Business College 1300 Carling Avenue Ottawa Telephone: (613) 729-8151 Manager: Mrs. E. Gould	16R, 61R, 69R, 76R
20. Control Data Education Institute* 50 Hallcrown Place Willowdale Telephone: (416) 491-9191 Manager: Mr. L. Donnelly	17R, 18R, 19R, 23R, 31R	28. Etobicoke Business College 4127 Dundas Street West Toronto Telephone: (416) 233-5471 Manager: Miss B. Rowett	61R, 62R, 64R, 65R, 66R
21. DeVry Institute of Technology Canada Ltd.* 970 Lawrence Avenue West Toronto Telephone: (416) 787-1663 Manager: Mr. P. Dykstra	31R, 34R	29. Galasso School of Fashion Design 452 Danforth Avenue Toronto Telephone: (416) 461-4415 Manager: Miss J. Galasso	28R, 38R, 67R
22. Dorie Ltd. School of Personal Development and Modelling 100 City Center Drive Mississauga Telephone: (416) 275-9604 Manager: Ms. D. Wimmer	54R, 57R	30. General Welding School Ltd. 61-63 Jarvis Street Toronto Telephone (416) 363-7635 Manager: Mr. J. Lee	79R
23. Edith Serei Company Ltd. 145 Yonge Street Toronto Telephone: (416) 366-7933 Manager: Ms. M. Latzman	33R, 35R	31. Gloria Moody Charm and Modelling School 1420 Isabella Street Thunder Bay Telephone: (807) 623-0152 Manager: Mrs. G. Moody	54R
24. Edutronic Learning Systems Inc. 863 Headley Drive London Telephone: (519) 472-1936 Manager: Mr. M. Hutnick	34C	32. Granton Institute of Technology Ltd.* 263 Adelaide Street West Toronto Telephone: (416) 364-5218 Manager: Mr. C. Hope	1C, 8C, 15C, 24C, 30C, 31C, 41C, 45C, 56C
25. Elen Henderson Finishing and Modelling Agency Ltd. Suite 20 1262 Don Mills Road Don Mills Telephone: (416) 444-9571 Manager: Mrs. S. Cheatley	54R	33. Guelph Business College 60 MacDonnell Street Guelph Telephone: (519) 824-3971 Manager: Mrs. C. Wells	61R

Schools

Courses

34. Herzog Institutes of Canada Ltd. Suite 310 44 Eglinton Avenue West Toronto Telephone: (416) 484-6996 Manager: Mr. J. Murchie	18C/R, 23R, 24C/R, 34C, 42C/R, 50C/R, 51C/R, 52C/R, 55C, 66C/R, 71R	42. K. D. Crone and Associates Inc.* Suite 100 460 Main Street East Hamilton Telephone: (416) 529-7128 Manager: Mr. K. Crone	22R, 60R
35. Huntsville Secretarial Teaching Services* 56 Main Street East Huntsville Telephone: (705) 789-4267 Manager: Mrs. M. Cockram	61R	43. Kings Business College* 1119 Victoria Avenue Thunder Bay Telephone: (807) 622-7061 Manager: Mr. C. King	23R, 61R
36. Institute of Technical Trades Ltd.* 2388 Dundas Street West Toronto Telephone: (416) 537-1215 Manager: Mr. E. O'Shaughnessy	11R, 27R, 79R	44. LaFortune Business College* 447 Sussex Drive Ottawa Telephone: (613) 233-4791 Manager: Mr. D. LaFortune	1R, 16R, 56R, 61R, 63R, 65R, 66R, 76R
37. International Correspondence Schools (Canadian) Ltd.* 859 Kingsmere Avenue Ottawa Telephone: (613) 722-2149 Manager: Mr. J. Shaughnessy	1C, 2C, 3C, 8C, 9C, 11C, 15C, 18C, 27C, 29C, 31C, 32C, 34C, 41C, 42C, 44C, 55C, 58C, 61C, 73C, 77C	45. Lakehead Modelling School and Agency 176 Rupert Street Thunder Bay Telephone: (807) 344-5973 Manager: Ms. P. Potts	54R
38. International Data Processing Institute (Hamilton) Ltd.* 139 King Street East Hamilton Telephone: (416) 528-1108 Manager: Mr. W. Bodner	18R, 23R	46. Lambton Technical School 150 Exmouth Street Sarnia Telephone: (519) 337-7527 Manager: Mr. G. Chatzissavas	11R, 79R
39. International School of Travel Suite 1 2279 Yonge Street Toronto Telephone: (416) 486-7788 Manager: Mr. R. Mowder	75R	47. Larocque Bilingual Business College 276½ Dalhousie Street Ottawa Telephone: (613) 236-0443 Manager: Mr. E. Larocque	61R, 63R
40. Jerry Lodge Model and Talent School 64 Merton Street Toronto Telephone: (416) 486-4500 Manager: Miss J. MacDonald	54R	48. LaSalle Extension University Suite 8B 4195 Dundas Street West Toronto Telephone: (416) 239-5343 Manager: Mr. G. Withell	1C, 2C, 7C, 9C, 15C, 21C, 25C, 26C, 27C, 34C, 42C, 44C, 51C, 61C, 70C
41. John Robert Powers School 431 St. Paul Street St. Catharines Telephone: (416) 684-8163 Manager: Mrs. A. Shields	54R	49. Leadership Training Services Ltd. 1814A Eglinton Avenue East Scarborough Telephone: (416) 425-7111 Manager: Mr. F. Lightfoot	47R, 60R
		50. Lincoln School of Welding RR #2 Trenton Telephone: (613) 392-4826 Manager: Mr. E. Jones	79R

51. Loughheed Business College Ltd.* 10 Young Street Kitchener Telephone: (519) 745-1135 Manager: Mr. L. Loughheed	12R, 15R, 16R, 23R, 59R, 61R, 62R, 64R, 65R, 66R, 69R, 75R, 76R	60. National Institute of Broadcasting* P.O. Box 2800 Don Mills Telephone: (416) 921-7811 Manager: Mr. J. Dickens	5C
52. MacKinnon Business School 53 Queen Street Ottawa Telephone: (613) 233-6567 Manager: Mrs. F. Allin	61R	61. Niagara Commercial College Ltd. 4509 Queen Street Niagara Falls Telephone: (416) 356-3141 Manager: Mrs. A. Henderson	61R
53. Marguerite Bant Modelling and Finishing School 159 Lake Street St. Catharines Telephone: (416) 684-8400 Manager: Mrs. M. Bant	54R	62. Nicolas Harvey Academy of Modelling 6 Crescent Road Toronto Telephone: (416) 962-7297 Manager: Mr. L. Thomas	54R
54. Mary Smith Modelling Girls and Finishing School 148 Bank Street Ottawa Telephone: (613) 232-3734 Manager: Ms. M. Smith	54R	63. Ontario Business College* 54 Victoria Avenue Belleville Telephone: (613) 962-0870 Manager: Mrs. O. A. Brown	1R, 12R, 15R, 16R, 43R, 47R, 61R, 64R, 65R, 66R, 69R
55. McGraw-Hill Continuing Education Center* 330 Progress Avenue Scarborough Telephone: (416) 293-1911 Manager: Mr. S. Kenmuir	2C, 6C, 9C, 18C, 26C, 31C, 34C, 77C	64. Ontario School of Upholstery 185 Limestone Crescent Downsview Telephone: (416) 787-0277 Manager: Mr. J. Smith	78R
56. Merton College* 1539 Bloor Street West Toronto Telephone: (416) 534-8843 Manager: Mr. P. O'Connor	4R, 6R, 18R, 21R, 23R, 46R, 49R, 51R, 61R, 64R, 65R, 66R, 68R, 70R, 75R, 76R	65. Oshawa Business College 18 Simcoe Street North Oshawa Telephone: (416) 728-0052 Manager: Mr. H. Burns	16R, 61R, 69R, 76R
57. Metzler Business School* 77 Brock Street Kingston Telephone: (613) 546-1254 Manager: Mrs. P. Owen	16R, 61R, 66R, 69R, 76R	66. Park Business College Room 555 Federal Building 72 James Street North Hamilton Telephone: (416) 522-5500 Manager: Mr. L. Freure	1R, 12R, 15R, 16R, 47R, 61R, 64R, 65R, 66R, 69R
58. Mountain School of Welding* 1495 Upper James Street Hamilton Telephone: (416) 383-7827 Manager: Mr. R. Jolley	79R	67. Patricia Stevens Finishing School of Hamilton 41 King William Street Hamilton Telephone: (416) 528-5901 Manager: Ms. P. Fisher	54R
59. National College Suite 204 5740 Yonge Street Willowdale Telephone: (416) 225-6476 Manager: Mr. D. A. MacLean	1C, 15C, 61C	68. Pauline Floral School of Design 1180 Bloor Street West Toronto Telephone: (416) 531-3531 Manager: Mr. R. Ross	40R

Schools

Courses

69. Primary School of Drafting Box 6218 Station "F" Hamilton Telephone: (416) 389-8352 Manager: Mr. H. Koffeman	27C	78. Sudbury Business College* 30 Elgin Street North Sudbury Telephone: (705) 673-8213 Manager: Mrs. E. Smith	12R, 63R, 64R, 65R, 66R, 68R, 69R, 76R
70. Professional Studios School of Self-Improvement and Model Agency 160 Roger Street Waterloo Telephone: (519) 744-8841 Manager: Mrs. C. Huehn	54R	79. Sylvia Reiser Modelling and Self-Development School 35 Geneva Drive Hamilton Telephone: (416) 389-1455 Manager: Mrs. S. Reiser	54R
71. Radio College of Canada* 461 King Street West Toronto Telephone: (416) 364-5176 Manager: Mr. D. Coultts	31C/R, 34R	80. Tax Time Services Ltd. Unit 13 1121 Invicta Drive Oakville Telephone: (416) 844-7580 Manager: Mrs. J. Haynes	43R
72. Radio Electronic Television School of Toronto* 8 Dundas Street West Toronto Telephone: (416) 364-1161 Manager: Mr. J. Hatch	34R, 70R	81. 3HO Centre for the Healing Arts Massage Therapy School 732 Spadina Avenue Toronto Telephone: (416) 964-0620 Manager: Mr. G. Steiner	48R
73. St. Catharines Business College* 23 Centre Street St. Catharines Telephone: (416) 685-9421 Manager: Mr. D. Goertz	12R, 16R, 61R, 69R, 76R	82. Toronto Bartenders Training School 617A Bloor Street West Toronto Telephone: (416) 531-3027 Manager: Mrs. R. Robinson	10R
74. St. Catharines Business College 40 Division Street Welland Telephone: (416) 735-6180 Manager: Mr. E. Schellenberg	12R, 16R, 61R, 69R, 76R	83. Toronto School of Floral Design Suite 24 2510 Yonge Street Toronto Telephone: (416) 482-3003 Manager: Mrs. M. Kruchak	40R
75. Select Models 50 St. Paul Street St. Catharines Telephone: (416) 684-2258 Manager: Ms. M. Haskell	54R	84. Vogue Model School 432 Waterloo Street London Telephone: (519) 438-4021 Manager: Mrs. M. Daniels	54R
76. Shaw Central College* 2436 Yonge Street Toronto Telephone: (416) 481-6477 Manager: Mr. L. Porter	1R, 12R, 14R, 15R, 16R, 36R, 39R, 59R, 60R, 61R, 62R, 64R 65R, 66R, 68R, 69R, 76R	85. Walter Thornton School of Personal Improvement and Modelling* 60 Avenue Road Toronto Telephone: (416) 923-4629 Manager: Ms. I. Monte	54R, 57R, 72R
77. Shaw Home Study College 2436 Yonge Street Toronto Telephone: (416) 481-6477 Manager: Miss O. Patterson	1C, 12C, 58C, 68C, 76C		

86. Weller College Ltd. 2 St. Clair Avenue East Toronto Telephone: (416) 924-4355 Manager: Mr. E. Sutton	61R
87. Wells Business Academy 327 King Street East Hamilton Telephone: (416) 527-7318 Manager: Mrs. L. Mallis	1R, 14R, 15R, 16R, 61R, 65R 66R, 69R, 76R
88. Westervelt Business School Ltd.* 190 Wortley Road London Telephone: (519) 679-0780 Manager: Mr. T. Thomas	12R, 15R, 16R, 23R, 59R, 61R, 62R, 64R, 65R, 66R, 69R, 76R
89. Westervelt Travel Institute Ltd.* 190 Wortley Road London Telephone: (519) 679-0780 Manager: Mr. R. Henry	75CR
90. Weston Business College* 1705 Weston Road Weston Telephone: (416) 247-5741 Manager: Mr. A. Bhabha	15R, 16R, 61R, 69R, 76R
91. Willis Business College 85 O'Connor Street Ottawa Telephone: (613) 233-1127 Manager: Mrs. M. Service	16R, 61R, 65R, 66R, 68R, 69R, 76R

